The following minutes will be considered for approval at the next meeting of the Council and may be subject to change until that time  
Minutes of **PARISH COUNCIL MEETING** held on Monday 26th February 2024  
commencing at 7.30 pm at Rockhampton Village Hall

**Present:** Councillors: T. Cullimore, T. Mitchel Skinner, A. England, H. Price and A. Phillips.   
**Also in attendance**: Mr J. Cullimore, Severn Ward Cllr M. Riddle and Mr J Carpenter (Clerk).  
There were no members of the public present.

| **Minute Ref** | **Contents** | **Action** |
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| **285/24.0** | **APOLOGIES** |  |
| /24.1. | Apologies were received and accepted from Severn Ward Cllr T. Williams and the Pilning and Severn Vale Beat Team. |  |
| **286/24.0** | **TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA & DISPENSATION REQUESTS** |  |
|  | (*If any) in accordance with Local Code of Conduct to receive any declaration of disclosable pecuniary or non-disclosable pecuniary interests and to consider and grant dispensation requests.* |  |
|  | **NONE.** |  |
| **287/24.0** | Mr John Cullimore |  |
| /24.1. | The Chairman welcomed Mr John Cullimore to the meeting during which the issue of vehicles was discussed parking on a number of verges in the village, noted as being common land, Mr Cullimore agreed with Cllrs that the situation had got worse in recent times. One particular area was around “The Wheel” but he advised that he had previously spoken to proprietor of the garage adjacent to “The Wheel” about this issue and in recent weeks the situation had improved. |  |
| /24.2. | Mr Cullimore went onto say that where building works were being undertaken on private households, that this resulted in contractors having to park on the verge but hoped that once work had been completed the verges would be reseeded. |  |
| /24.3. | He also stated that he would like to see the village maintain its rural character and hoped that parishioners would continue to make use of the common land for social and recreational activities. |  |
| /24.4. | Cllrs pointed out to Mr Cullimore as Lord of the Manor and responsible for the Common land within the parish that the Cricket Club were having difficulty in obtaining grants towards the replacement/upgrading of the old Pavilion on the Common as they were unable to provide evidence of tenure even though the Club had been using the Common for 150 years. Mr Cullimore indicated that this would involve the services of Solicitors for both parties resulting in a potential excessive cost. However, he was supportive of Rockhampton Cricket Club as he considered it as an asset to the Village and would help where he could in order to assist the Cricket Club in their future ventures. |  |
| /24.5. | Before he left the meeting, he pointed out that he felt that following on the repairs the Hill Road this had now resulted in a safety issue with the potential for vehicles to go off the road into the Rhine. The Chairman advised that this had been raised with South Gloucestershire Highways Dept who had indicated that white line edging was to be installed, although the Council had requested more to be done. |  |
| /24.6. | The Chairman and Cllrs thanked Mr Cullimore for his attendance, which at this point he left the meeting. |  |
| **288/24.0** | **PUBLIC PARTICIPATION** |  |
|  | **NONE.** |  |
| **289/24.0.** | **TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8th JANUARY 2024.** |  |
|  | It was proposed by Cllr Price seconded by Cllr Phillips and **RESOLVED** unanimously that the Minutes of the Annual Parish Council meeting held on 8th January 2024 be signed as a correct record. |  |
| **290/24.0** | **SEVERN WARD COUNCILLORS’ REPORT** |  |
| /24.1. | The consultation on the Local Plan had now closed, however there would be a further opportunity to make comments as there would be a further consultation later in the year. |  |
| /24.2. | South Gloucestershire Council had now set its budget for 2024/25 with an increase of 4.99% which included 2% for services for older people. |  |
| /24.3. | Within the approved budget was the introduction of car parking charges across all car parks belonging to the authority. It was envisaged that this would take two years before it was operational across all car parks and was expected to raise approx. 1.5 million per annum. |  |
| /24.4. | The cost of a green recycling bins would rise from £30 to £60 per annum. |  |
| /24.5. | Regarding a question raised at a previous meeting, Ward Cllr Riddle was able to confirm that the Unitary Authority do have a policy to allow employees to take council vehicles home providing that they do not affect residents. |  |
| /24.6. | Following issues raised of the overgrown trees outside the houses in Church Road they were inspected in August 2023 and found to be safe. One tree is a Maple and the other an Ash. South Gloucestershire Council is loathed to prune the trees back as they will grow back very quickly and in three years will be back to where they are now and need pruning again. |  |
| **291/24.0** | **CLERK’S REPORT** |  |
| /24.1. | There were no direct communications from parishioners since the last meeting. |  |
| /24.2. | Following alterations at the beginning of February the Electoral Register now stands at 136. |  |
| /24.3. | The next online meeting of the Thornbury & Severn Vale Community Engagement Forum would take place on 29th February. |  |
| **292/24.0** | **PLANNING APPLICATIONS RECEIVED** |  |
| /24.1. | **P23/02758/F | Rockhampton Cricket Club Boundary Field Rockhampton Berkeley South Gloucestershire GL13 9DR | Erection of 2no. lane extension to the practice nets.** |  |
|  | **NO COMMENT** |  |
| **293/24.0.** | **PLANNING DECISIONS, ENFORCEMENTS & APPEALS** |  |
|  | **P23/03407/HH The Firs Thornbury Road | Conversion of existing workshop outbuilding to residential annexe / holiday-let accommodation ancillary to main dwelling.** |  |
|  | **NOTED** - Approve with conditions | 31st January 2024. |  |
| **294/24.0** | **CONSULTATIONS** |  |
| /24.1. | **The Councils written response to the Local Plan Phase 3 consultation which closed on 16th Feb 2024** |  |
|  | **NOTED** that the Parish Councils’ responses were submitted on 16th February online and in hardcopy format. |  |
| /24.2. | **The 4-year South Gloucestershire Council Plan consultation Feb/March 2024.** |  |
|  | **NOTED** |  |
| /24.3. | **Proposed new booking system for Sort It recycling centres. Closing date 1st April 2024.** |  |
|  | **NOTED** |  |
| **295/24.0** | **ITEMS FOR ACTION / DISCUSSION** |  |
| 24.1. | **Request from Rockhampton Folk Festival to use the Parish Council’s Amenity land on 15th June 2024.** |  |
|  | **NOTED** and unanimously **APPROVED.** |  |
| /24.2. | **Request from The Armstrong Arts Group to use the Parish Council’s Amenity land on 16th June 2024.** |  |
|  | **NOTED** and unanimously **APPROVED.** |  |
| /24.3. | **Proposal to install a gate between the Parish Council Car Park and Amenity land** (deferred from last meeting) |  |
|  | Cllr Price indicated that the Village Hall Committee had received further information that the Brownies would only require the opening to be either roped or chained off. |  |
| /24.4. | **Topping of verges and common land in Church Road** |  |
|  | Cllr Cullimore agreed to make the necessary arrangements for this to be completed. |  |
| /24.5. | **Purchase of tree to commemorate the Coronation of King Charles III** |  |
| 24.6.1. | Cllr Cullimore advised that Mount Pleasant Trees suggested that a small Rockhampton Red would be the most suitable tree for planting. The overall cost would be in the region of £150.00 this would also include the required mulching and protective fencing. |  |
| /24.6.2. | Cllrs unanimously **AGREED** to the purchase of the tree and also **AGREED** that a suitable place to plant it would be on the Common land in the area of where the annual bonfire was previously positioned. |  |
| /24.6.3. | Cllrs also **AGREED** to contact the Childs Family at Green Farm to confirm that the location suggested would not affect them. | Cllr Cullimore |
| /24.7. | **Update and feedback to date on Village Questionnaire.** |  |
|  | A small number of questionnaires had been returned. With the closing date being 3rd March Cllr Phillips asked Cllr Mitchel Skinner if through her WhatsApp network she could send out a reminder of the closing date. | Cllr Mitchel Skinner |
| /24.8. | **Monitoring of the Councils’ Community email address box** |  |
|  | Cllr Phillips **AGREED** to monitor this until the results of the Village Questionnaire had been collated and published ahead of the Annual Parish Council Meeting in May when further discussion would take place on its ongoing monitoring and how and what appropriate information would be re-laid to the Community through this facility. | Next meeting |
| /24.9. | **Internal Audit arrangements for the year ending 31st March 2024** |  |
|  | Cllrs unanimously **AGREED** to use the facilities of the Avon Local Councils’ Association Smaller Councils Audit arrangements as had been used in previous financial years. |  |
| **296/24.0** | **FINANCIAL MATTERS** |  |
| /24.1. | **Financial Statement dated 26th February 2024** |  |
|  | The Financial Statement Report dated 27th November 2023 had been circulated to all Cllrs ahead of the meeting.  Current Account £ 3,430.81 (30th January 2024)  Business Reserve Account £ 4,447.34 (5th September 2023)  **Total Balance**  **£ 7,878.15**  It was proposed by Cllr Price, seconded by Cllr England, and **RESOLVED** unanimously to **APPROVE** the Financial Statement Report which was signed by the Chair and Clerk. |  |
| /24.2. | **Receipts since the last meeting** |  |
|  | There were no receipts to record. |  |
| /24.3. | **Payments** |  |
|  | It was proposed by Cllr Price, seconded by Cllr England, and **RESOLVED** unanimously to **APPROVE** the following payments: -  Previously paid   |  |  |  |  | | --- | --- | --- | --- | | **Payee** | **Detail** | **Amount** | **Cheque No** | | PF Website Designs | Website subscription for 2024 | 80.00 | 612 | | Rockhampton Village Hall | Hire of Hall for April, Aug & Nov 2023 | 30.00 | 613 |   For payment following this meeting   |  |  |  |  | | --- | --- | --- | --- | | **Payee** | **Detail** | **Amount** | **Cheque No** | | Falfield Parish Council | Copier paper & archive boxes | 24.55 | 614 | | F J Carpenter  & HMRC | Staff & PAYE 4th quarter period | 492.57 | 615 & 616 |   All cheques were to be signed by Cllrs Mitchel Skinner and England at a later date. |  |
| **297/24.0** | **CORRESPONDENCE OF NOTE** |  |
|  | A list of correspondence had previously been circulated to Cllrs. |  |
| **298/24.0** | **OPEN FORUM** |  |
|  | None. |  |

This concluded the business of the meeting which finished at 10.00 pm.

Signed…………………………………………………………………….. Dated: